

# **Palm Beach County School District**

## **Expectations for: Expert-In-Field for El Sistema Programs**

The Encore Project El Sistema Program is part of a visionary world movement transforming the lives of children and their communities through music. Our mission is to empower children by providing an intensive music program that teaches the importance of teamwork, promotes self-confidence, and instills the value of social responsibility. We started in January, 2011 with over 60 students at North Palm Beach Elementary, a Title 1 Palm Beach County Public School that now has over 200 students playing musical instruments. Our plans for growth include the expansion to three new El Sistema model school sites in the fall of 2013.

### **Summary:**

The **Expert-In-Field (EIF)** is charged with facilitating successful implementation of the Encore Project's El Sistema. The EIF is responsible for instructional staff mentoring/coaching and the overall launch and teaching practices deployment of the Encore El Project, ensuring effective El Sistema classroom teaching program execution, teaching and modeling El Sistema methods assuring the program's sustainability and growth to the greatest areas of need across the county. The EIF will also cultivate various income sources from private foundations, individuals, corporations, government grants, among others. Other areas of responsibility include supervision of schedule planning and evaluation of program needs, guiding teaching artists, community engagement and public relations. This is a full-time, salaried position with benefits. It is hired by and directly accountable to the School District of Palm Beach County. This position is grant funded.

### **Expectations:**

- Mentor / Coach Instructional staff and Instructional leaders at Encore Project schools.
- Formulate and implement the plan to achieve the Encore Project's mission, annual goals and objectives.
- Create, implement and provide guidance for the Encore Project's annual development plan and strategy.
- Develop and administer operational policies and planning.
- Ensure all Encore Project's service objectives are met through:
  - Supporting the Encore Project's teaching artists and supporting the music faculty at Encore Project schools.
  - General program oversight
  - Consistent collaboration and communication with the Encore schools.
- Modeling for and supporting the Encore Project's Lead Teaching Artists and music faculty at Encore Project schools.
  - Provide professional development to teaching artists and faculty.
- Formulate and evaluate a long-range growth plan with participants, the School District, teaching artists and music faculty.
- Execute and oversee program evaluation and assessment.
- Foster and oversee activities of the Encore Project's Volunteer Coordinators.

### **Development Planning and Implementation: The Program Director will work with the Encore Project team to...**

- Seek/Create and implement a sustainable development plan, searching out possible long and short-term funding.
- Cultivate relationships with current/potential corporate and foundation sponsors, individual donors and appropriate school district and government personnel for long-term sustainability.
- Develop and grow the Encore Project's individual donor base, manage an annual giving campaign and cultivate major gifts.

### **Public Relations:**

- • Cultivate key relationships/collaborations in the community to strengthen program outcomes and engage the community.

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#### Education:

Four-year undergraduate degree required; post-graduate degree or equivalent experience desirable. Music background required. Deep understanding of community service and education. Understanding of the El Sistema values and mission and the ability to implement those values in a school-based program. *It is preferred that the candidate be a graduate of the Sistema Fellows program.*

#### Additional Qualifications:

- High-energy, positive, "can-do" attitude, flexibility, teamwork, and attention to detail, high degree of initiative.
- Strong verbal communications skills and demonstrated ability to write clearly and persuasively.
- Strong partnership-building skills.
- Good computer skills and knowledge of data base programs.

#### Compensation:

Base pay: \$38,000 Year-round contract: additional \$193.88/day **Total base salary: \$48,469 with benefits**

Total compensation package: \$63,094

#### An Equal Opportunity Employer

Please send cover letter, resume, references and salary requirements via email with "Encore Expert-In-Field" in the subject line to:  
teresa.stoupas@palmbeachschools.org